

Clayton Park-Fairview School

School Steering Team (SST) Meeting

Meeting Minutes: Teams

Date: February 19, 2026

Time: 3:00-5:00 PM

Attendees:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Geoff Olsson	Coordinator, Property Services (Maintenance) HRCE
Kavita Khanna	Director, Operations Services, HRCE
Cory Schlievert	Project Director, Capital and Operations, EECD
Shaza Khattab	Student, Halifax West
Krista Ranahan	Director, Education Infrastructure, DPW
Paula Fairbairn	Retired school administrator, HRCE
Omar Elsherif	Manager, Education Infrastructure, DPW
Richard Madden	DPW
Neil Wang	Student, Halifax West
Colin Carrigan	Design Lead, DPW
Tristan Richardson-Prager	Project Manager, DPW
Christina Munroe	Administrative Assistant, HRCE
Gareth Evans	Representative, HRM
Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Brendan Nobes	Project Manager-RCS Inc.
Andrew Carruthers	Executive Architect-Lyndon Lynch
Matt Gillingham	Architect-Lyndon Lynch
Nataleah Hanlon	Architect-Lyndon Lynch
Victoria Beltrano	Design Architect-CS&P
Maureen O'Shaughnessy	Project Architect-CS&P
Dr. Simone Legendre	Community Member
Stephanie Drury	Manager, Property Services (Custodial), HRCE
Ken Couchot	BMS, Property Services (Custodial), HRCE

Regrets:

Krista LeBlanc	Consultant, English Program, Secondary Achievement, HRCE
Karen Saweczko	SAC Chair, Park West School
Dinesh Pathak	Community Member
Alaina Bozhko	Community Member

Janet Lee	Community Member
Wendy MacDonald	Community Member
Chris McPhail	Community Member
Beth Ann Prime	Coordinator, Schools Plus

1. Welcome & Review of January 22 minutes

- The Principal at Park West expressed interest in joining the SST to address construction concerns that might impact Park West. She will be invited moving forward
- There were no comments or concerns with the minutes of the January 22 meeting; they will be posted to the HRCE Website

2. Project & Construction Update

- Construction
 - Close to the completion of Phase 1 (early works site preparation)
 - Starting to run sanitary and storm lines, this will commence in March
 - Trail closures will commence in March to align with this work
 - Trade Package 2 is still being tendered, once approved work will commence
 - DPW will provide the trail closure updates to HRCE, who will share the information with the SST and Park West School
 - HRCE is being provided the opportunity to provide feedback to DPW concerning the trail closure. Feedback will come from the SST and Park West School
- Design
 - Comments were provided on 33% of the design, with the feedback still being reviewed
 - The color board is being presented today

3. Design Update

- **Colour Board Presentation**
 - CS&P will provide the color board presentation to HRCE for posting on their website
 - HRCE will request feedback from the SST and members of Park West concerning the presentation.
 - Once the presentation is posted, feedback will be shared with CS&P two weeks later
 - Canopies were added to the front of the school to provide shelter to the students and staff from the elements. It was confirmed that the canopy is flat and is engineered to ensure that snow stays put until it melts
 - There is a depiction of a community garden in the presentation. It was recommended that this depiction be removed as there is not yet a plan or partners to support a community garden. It was agreed that it would be removed
 - There were concerns about the metal letters for the school name on the exterior of the building not holding up to the elements. This will be revisited by the design team, looking for a more long term solution
 - There was discussion that some of the finishes won't hold up over time and finding replacement parts could be a challenge and costly. Examples of these finishes are

flooring, wall patterns, sound panels and light fixtures. The preference is to keep elements of the design as streamlined and neutral as possible to address these concerns. These concerns will be taken into consideration by the design team.

- There was interest about the seating in the stairwell. The concerns included lack of potential supervision, the fact that the stairwell would be too narrow, and the lack of a secondary handrail by the seating area.
 - There were suggestions about the type of paint being used in the school, especially in high traffic areas such as hallways. It was recommended that a semi gloss paint be used, which washes well and is durable.
 - Solid wall colours are being used to identify specific areas in the school (eg Music area), which assists with wayfinding.
 - In the main gym, there is a designated space for the school logo and scoreboard. The scoreboard is not part of the project, but the electrical wiring will be completed for installation.
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4. Any other business

- Where the design phase is wrapping up, there will be a focus now on developing project sub committees. An example would be for the artwork.
- Kavita will extend the next meeting invite to Halifax Regional Arts for a focused conversation on the art project and next steps.
- The next meeting will take place on March 26th from 3-5 PM. A placeholder has been sent to all SST members
- The meeting adjourned at 4:11 PM